



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk



Dear Member,

You are summoned to the Meeting of Upton-by-Chester and District Parish Council, to be held at 7.30 pm on Monday 12 December 2022 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 05.12.22.

AGENDA

1. OPEN FORUM.

Members of the public will be invited to comment on any items on the agenda before business commences.

(New business should be brought to the attention of the clerk one week prior to the next meeting).

2. APOLOGIES FOR ABSENCE.

To receive apologies for absence as reported to the clerk.

3. DECLARATIONS OF INTEREST.

Members are invited to declare any interests they may have in items on this agenda as per the Code of Conduct.

4. COMMUNITY SAFETY.

- To welcome a member of the Upton community safety team to the meeting.
- To receive a report on community safety. **Enc**

5. MINUTES.

To confirm as a true record the Minutes of the meeting held on Monday 14 November 2022, also the Minutes of the meeting held on Monday 17 October 2022 as amended. **Enc**

6. CLERK'S REPORT.

To receive and note a report from the Clerk on action taken on resolutions made at the last meeting. **Enc**

7. COMMITTEE MINUTES.

To receive the Minutes of the Committee meetings held since the last meeting and approve any recommendations:

- Employment Committee 21.11.22
- General Purposes Committee 21.11.22

8. FINANCE AND ACCOUNTS REPORTS.

To approve the payment of invoices for goods and services rendered, to note any receipts and details of current balances. **Enc**

9. DRAFT BUDGET.

- To consider and review the draft budget and agree further action. **Enc**
- To consider the following proposal for expenditure:
 - I. Speed indicator device
 - II. Keep off Grass Verges Highway Signage

10. CAR BOOT SALE.

- To consider a request to waiver pitch fees for charities.
- To consider if trade tables are permitted to hire a pitch at the car boot sales.

11. CAR PARKING/TRAFFIC FLOW/LIGHTING AT THE PAVILION.

To consider issues raised at the last Parish Council meeting regarding car parking and external lighting at Upton Pavilion.

12. TREE AT MARL HEYS.

To consider correspondence received from a resident adjacent to Marl Heys playing field.

13. EMPLOYMENT COMMITTEE.

To consider the benefit of making the Employment Committee a sub-committee of the Finance Committee.

14. GREEN FLAG AWARD.

To consider whether to apply for a national Green Flag Award for the QE II Playing Field.

<https://www.greenflagaward.org/>

15. PLANNING COMMITTEE.

- To consider and approve a proposal for a new structure for the new Planning Committee.
- To consider and approve the draft Terms of Reference for the new, approved, Planning Committee.

16. HIS MAJESTY KING CHARLES III CORONATION.

To consider how the Parish Council will celebrate His Majesty King Charles III coronation.

17. ASSET OF COMMUNITY VALUE – THE FROG PUBLIC HOUSE.

To agree information to support an application to CW&C Council to list the Frog Public House as an asset of community value.

18. CAR PARKING AT WESTON GROVE.

To receive information on the options available to amend car parking at Weston Grove.

19. EXCLUSION OF PRESS AND PUBLIC.

If resolved by the Committee, in accordance with the Public Bodies (admission to meetings) Act 1960 as extended by the Local Government Act 1972, section 100, the press and public will be excluded from the meeting for discussion of the undermentioned item(s), on the grounds that the publication of the matter would be prejudicial to the public interest by reason of the confidential nature of the business transacted.

20. AUDIT COMPLAINT.

To approve the draft response to the national auditor.

21. DATE OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 16 January 2023 at 7.30pm.